In addition to me as Chair, Committee members included Barbara Reed, Suzanne Degler, Liz Ginno and Paula Epstein. All were selected during the Denver conference in May 2008. Two notices were sent out via ARLIS-L during the fall. Applications were due in January and we received three of them. In a change from previous years all materials were shipped to the Chair rather than Headquarters and this facilitated distribution of application materials to committee members. Two conference calls were scheduled during February to conduct our deliberations and our final selection was reported to the ARLIS/NA President in early March. Although I neglected to make a budget request for conference travel for our award-winning colleague, the treasurer was kind enough to remember for me and $900 was available to cover air fare and hotel charges.

Recommendations for future committees include:

- Make sure to adjust the dates in the guidelines as posted on the web to allow appropriate time for deliberation before the 2010 conference.
- Remember to submit the budget request in the summer when the call for submissions is received.
- Before deliberating about actual nominees, it is helpful to have the group review the criteria and consider which are the most essential.
- The President will consider the Committee’s recommendation important and review it carefully. It may be helpful to have a preliminary conversation with him/her before a final report is submitted to discuss any issues raised by specific applications.
- The practice of having application materials sent directly to the Chair should be continued. This year, with Headquarters in transition, the goal was to avoid unnecessary delays or confusion. But retaining control of the process allowed ample time for the deliberation process.

Respectfully submitted,
Amanda Bowen, Chair
abowen@fas.harvard.edu
617-496-1503